



**COMMUNITY ENGAGEMENT COMMISSION MEETING AGENDA
WEDNESDAY, JAN. 21, 2026 – 6:00 P.M.
22710 E. COUNTRY VISTA DRIVE**

The purpose of the Community Engagement Commission is to serve in an advisory capacity to the mayor and City Council. The Commission's role is to gather ideas, input, and feedback from community members, and to advise and guide city leadership.

- Sign up to provide public comment at the meeting via calling in.
- Submit written public comment prior to 4:00 p.m. on the date of the meeting.

1. CALL TO ORDER

2. ROLL CALL

3. APPROVALS

- a. Agenda
- b. Minutes of meeting of Dec. 21, 2025

4. PUBLIC COMMENTS

5. CITY HALL UPDATES (David Goehner)

- a. See handout

6. DISCUSSIONS & BUSINESS

- a. Update & discussion: 2026 Community Satisfaction Survey (Goehner & Commission)
- b. Ordinance 277 membership discussion on term limits
- c. Other upcoming opportunities?

7. NEXT MEETING: Feb. 17, 2026, at 6 p.m.

- a. Requested items for agenda?

8. ADJOURNMENT

JOIN ZOOM MEETING

To view the meeting live via Zoom, join the Zoom web meeting at:

<https://us02web.zoom.us/j/86370493511>

Or join webinar with the following methods

Phone one-tap

Phone one-tap: US: [+12532158782](tel:+12532158782),[86370493511](tel:+12532158782)# or [+12532050468](tel:+12532050468),[86370493511](tel:+12532050468)#

PUBLIC COMMENT

If you wish to provide oral public comments during the Community Engagement Commission meeting, you may do so in-person at City Hall or virtually via zoom. You may speak in-person at City Hall, or if you wish to speak via zoom, please join the zoom meeting using the meeting information above. Public comments will be invited during the appropriate section of the agenda, at which time you can send a request to speak to our meeting host using the chat function within the zoom meeting.

WRITTEN PUBLIC COMMENTS

If you wish to provide written public comments for the Community Engagement Commission meeting, please email your comments to tgarcia@libertylakewa.gov by 4:00 p.m. the day of the commission meeting and include all the following information with your comments:

1. The meeting date
2. Your first and last name
3. If you are a Liberty Lake resident
4. The agenda item(s) you are speaking about

If providing written comments, the comments received will be acknowledged during the public meeting, but not read. All written comments received by 4:00 p.m. will be provided to commission members in advance of the meeting.



CITY OF LIBERTY LAKE
Community Engagement Commission Minutes
Dec. 17, 2025 – 6:00 p.m.

CALL TO ORDER:

The meeting of the Community Engagement Commission was called to order by vice chair Bill Norman on Dec. 17, 2025, at 6:00 p.m.

ROLL CALL:

Position 1: Robin Bekkedahl **Online**

Position 2: Bill Norman **Present**

Position 3: Brittany Sitton **Present**

Position 4: Summer Darrow **Excused**

Position 5: Ralph Carlberg **Present**

Position 6: Arlene Fisher-Maurer **Online**

Position 7: Leah Stussy **Present**

Position 8: Logan Lankford **Online**

Position 9: Mark Saba **Online**

Communications specialist David Goehner **Present**

Commissioner Norman moved and Commissioner Stussy seconded to excuse Commissioner Darrow. The motion carried unanimously.

APPROVALS:

Commissioner Saba moved and Commissioner Stussy seconded to approve the meeting's agenda. The motion carried unanimously.

Commissioner Stussy moved and Commissioner Bekkedahl seconded to approve the meeting minutes of Nov. 19, 2025. The motion carried unanimously.

WELCOME TIME:

New commissioners Brittany Sitton and Ralph Carlberg introduced themselves to the rest of the group.

PUBLIC COMMENTS:

There were no public comments.

CITY HALL UPDATES:

Goehner introduced the City Hall Update that had been mailed out earlier in the week. He also provided an update on the recent decision to take down the Battle of the Branches trees display early, and commented about the high number of views generated on Facebook of a video of moose at Trailhead Golf Course.

DISCUSSIONS & BUSINESS:

A – 2026 Community Satisfaction Survey: Goehner shared that the upcoming survey will be opening in mid-January. For 2026, invitations are being sent to most residential households in the city limits, and the survey is being conducted entirely online. Promotions to encourage participation will occur

throughout the end of the survey period at the end of February. Commissioners were encouraged to assist in the public engagement of this through their personal contacts, and Commissioner Norman suggested that the group suggest further promotional ideas during the January meeting.

B – Public engagement for sidewalk master plan: Commissioner Norman shared that the working group is planning to have 2-3 focus group meetings in January/February, and some community engagement happening in February/March. A final focus group session is scheduled for late March, with a report to be done in early spring. Information was also shared for the new commissioners about the background of the sidewalk master plan. Commissioners Saba and Lankford are designated as members of the working group for the sidewalk plan, and Commissioner Stussy is representing the commission on the Comprehensive Plan working group. Commissioner Stussy also shared information to the new members about the city's recently acquired SeeClickFix system that lets the public contact city staff about needed repairs and related issues.

B – Recruiting volunteers for events: There was a brief discussion acknowledging the background check fee that the city is required to pay when using volunteers. Goehner reported that each background check costs the city about \$40.

C – Filling Position 4 and discussion of geographic limits on positions: Commissioners discussed removing the geographic limitation on the commission's positions 1-4 that are outlined in Ordinance 277. Commissioner Saba volunteered to be moved from Position 9 to Position 4 in order to fulfill the geographic zone requirement of Position 4 (being vacated by Commissioner Darrow due to her move to the City Council), but withdrew his proposal because the expirations of the terms for those two positions are not similar. Commissioners also discussed the possibility of removing the term limit provision from Ordinance 277. Commissioner Carlberg moved and Commissioner Lankford seconded to recommend the removal of the geographic designations for positions 1-4, allowing for all Community Engagement Commission positions at-large ones. The motion passed 6-1, with Commissioner Sitton dissenting. Commissioner Norman suggested that the issue of term limits be discussed during the next meeting, and the commissioners consented to continue with this topic during January. Commissioners Saba, Stussy, and Lankford said they would be able to speak on the commission's recommended change on the geographically-based membership requirements to the City Council when this topic appears on the City Council's agenda.

D -- Election of vice-chair: With current vice-chair Norman moving into the chair position in January, Commissioner Norman opened up nominations for a new vice-chair, who would start in that role in January 2026. Commissioner Saba nominated Commissioner Stussy. There were no other nominations, and Commissioner Stussy was elected.

E – Thank you to Commissioners Darrow and Fisher-Maurer: Commissioners and Goehner provided comments of appreciation about Commissioners Darrow and Fisher-Maurer, who are moving on to the City Council next month.

D – Other upcoming opportunities: In response to a question from Commissioner Carlberg about some of the commission's main areas of focus during 2026, Commissioner Stussy referenced upcoming activities on the development of the city's new comprehensive plan.

NEXT MEETING AGENDA ITEMS:

Consideration of removing term limits from Ordinance 277. Discussion and input on helping promote the 2026 Community Satisfaction Survey.

ADJOURNMENT:

Commissioner Stussy moved and Commissioner Bekkedahl seconded to adjourn the meeting at 7 p.m., which was approved. The next regular meeting will be held on Jan. 21, 2026.

DRAFT

City Hall Updates for Community Engagement Commission

1-14-2026

1. City Commissions and Boards:

- Following up on last month's meeting, and tying in with this month's meeting, here are how the memberships of the city's commissions and boards are set up:
 - Planning Commission (Ordinance 75): At least 5 of 7 need to reside in city limits. (No references to term limits.)
 - Library Board of Trustees (Ordinance 119): Must be a resident of city of Liberty Lake. No more than 2 consecutive terms.
 - Lodging Tax Advisory Committee (Ordinance 17A1): 5 members. 2 representatives of businesses required to collect taxes, at least 2 involved in activities authorized to be funded by the collected revenues, and 1 elected official of the city. (No reference to term limits.)
 - Parks and Arts Commission (Ordinance 245): City resident, or own/work at a business in the city limits. At least 1 member 55+ years old. "With the goal to have a balanced representation of the city's 3 major parks ... the mayor will recommend appointments for commissioners as follows:" 2 positions designated for each of the 3 parks, and 1 at large. (Does not specify how the members are "representing" a park.) (No references to term limits.)
 - Salary Commission (Ordinance 176): Resident of the city of Liberty Lake. No more than 2 terms.
 - Community Engagement Commission (Ordinance 277): City resident, or operate a business in the city limits. 4 of 9 positions geographically based, with 5 at large. No more than 2 terms.
 - Civil Service Commission (Ordinance 76): Resident of Liberty Lake for at least 3 years. Be an elector of Spokane County. No more than 2 of 3 from the same political party. (No references to term limits.)

2. Public Works:

- Spokane County Parks will be removing the old black locust trees that are on the south side of the Liberty Lake Golf Course on Sprague Avenue toward the end of January. These trees have started to reach the usual end of the lifespan for this species, and are being removed to facilitate public safety. Liberty Lake Public Works will be assisting on traffic control during this process. An article about this is slated to be reported in The Spokesman-Review (possibly prior to the CEC's January meeting date).

3. City Podcast:

- Posted early January: Overview of highlights from 2026 budget, with city administrator Mark McAvoy. Planned for last part of January: LLPD priorities for the current state legislative session, with LLPD Chief Damon Simmons.
- Planned for coming months: Interviews with the 3 new City Council members.

-- David Goehner